

**UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT
BISMARCK, ND 58502**

April 11, 2002

SUBJECT: Housing Preservation Grant Preapplications

TO: All Rural Development Field Offices in North Dakota

PURPOSE/INTENDED OUTCOME:

This North Dakota Administrative Notice (AN) and the attached checklist provide guidance and assistance to the Rural Development Managers for processing preapplications for the Housing Preservation Grant (HPG) program.

COMPARISON WITH PREVIOUS AN:

This AN replaces ND AN No. 1334 (1944-N) which has expired.

IMPLEMENTATION/RESPONSIBILITIES:

Rural Development Managers are responsible for soliciting, accepting, processing, rating, and recommending the preapplications for the HPG program.

If the applicant does not provide the information and meet the threshold criteria as outlined in Rural Development (formerly FmHA Instruction) 1944.679 (a), the Rural Development Manager will reject the preapplication.

Each Rural Development Manager is responsible for thoroughly reviewing and completing the required checklist and exhibits for the preapplications prior to submitting them to the State Office for consideration. Each application that is submitted to the State Office for consideration will include the preapplication with related material (original and a copy) and the completed checklist.

If a preapplication is rejected, appeal rights are to be given in accordance with Rural Development (formerly FmHA Instruction) 1944-N, Exhibit C, XI.

Each applicant that receives a preapplication is to be provided with a copy of the attached checklist for their use in compiling their proposal.

/s/ Barbara A. Neubauer for
CLARE A. CARLSON
State Director

Attachment

EXPIRATION DATE:

May 31, 2003

FILING INSTRUCTIONS:

Following RD Instruction 1944-N